

# 2003 STATE FCCLA LEADERSHIP CONFERENCE



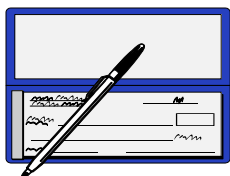
## ***PROGRAM INFORMATION***

**Date:** March 30 – April 1, 2003

**Place:** Holiday Inn Select Executive Center, 2200 I-70 Drive, S.W., Columbia MO 65203.

**Theme:** "In the Zone with FCCLA"

**Challenge:** The State Executive Council challenges you to get in the zone by being a team player in your family, career and community. Team up with FCCLA to gain the skills and opportunities to be victorious in the game of life.



## ***REGISTRATION FEES***

The conference registration fee is **\$40** per person. This includes one boxed lunch. Lodging and other meals are not included in the registration fee.

A fee of **\$15** will be charged to **each participant** in State STAR Events to cover event expenses including certificates, audiovisual equipment, medals, evaluator and recognition session expenses.

For late registrations (mailed after March 1) add **\$10 per person** for conference registration fees.

Special Edition Missouri FCCLA/American Cancer Society T-shirts are available for **\$10** each. Only delegates wearing this Special Edition t-shirt will be allowed to "dress down" during the Business and Program Recognition Session. Pre-ordering through the conference registration form is recommended; there will be a very limited availability on-site. A portion of the proceeds will be donated to the American Cancer Society. Sponsored by Missouri Alumni & Associates.

**Payment:** Please use the enclosed registration form and return it with one check from each chapter made payable to the **University of Missouri** by **March 1, 2003** to:

FCCLA  
University of Missouri  
344 Hearn Center  
Columbia, MO 65211

No refunds will be honored after March 24, 2003. Refund requests must be in written form. No phone requests will be accepted. Cancellation of an entire chapter delegation for an extreme emergency is the exception, but must be approved in writing by Christine Hollingsworth no later than the first day of the conference. If a delegate is unable to attend conference, a substitution will be allowed.



## ***REGISTRATION***

Upon arrival, only one advisor from each chapter should check in at the registration desk. Registration will take place in the Holiday Inn Select Executive Center Atrium Lobby. Registration will be open from Noon – 8:00 p.m. on Sunday, March 30, and

from 8:00 a.m. – Noon on Monday, March 31. Advisors will pick up chapter packets as well as state STAR Events packets.

## ***DELEGATES***

There are no quotas for chapter attendance for the 2003 State Leadership Conference. Chapters should choose delegates based upon interest in FCCLA and the student's ability to be a positive representative of the school and chapter.

There shall be one chaperone (advisor, parent or other adult) for every four student delegates or major fraction thereof. Any chapter with delegates in attendance must have at least one advisor delegate.

## ***VOTING DELEGATES***

According to the *State Bylaws, Revised 2002*, each affiliated chapter is eligible to have voting delegates according to the following quota:

Up to	49 affiliated members	-1 voting delegate
50 to	99 affiliated members	-2 voting delegates
100 to	199 affiliated members	-3 voting delegates
200 or more	affiliated members	-4 voting delegates

Be sure to identify the person(s) designated as voting delegates on the registration form. The voting delegate ribbons will be in each advisor's envelope picked up at registration. **Voting delegates must wear their voting delegate ribbon to participate in "Meet the Candidates."** Each voting delegate will receive a dot that will be placed on their nametag during "Meet the Candidates." The dot will indicate that the voting delegate attended and participated in "Meet the Candidates" and will be eligible to vote following the Business Session. **Please make sure voting delegates are at the "Meet the Candidates" session by 4:30 p.m.! The doors to the "Meet the Candidates" session will be closed at 4:35 p.m. so latecomers will be ineligible to vote.**

Because of the important role of voting delegates, criteria for the selection of voting delegates have been prepared. Voting delegates should be interested, be responsible, willing to listen attentively, take the time to attend the "Meet the Candidates Session," confer willingly with other chapter delegates, and think of possible questions to ask candidates during the "Meet the Candidates" session. When selecting voting delegates, please remember that their decisions will certainly affect the future of our organization. Voting delegates should not be Regional Presidents, STAR Events participants, ushers, or have any other responsibilities that may conflict with voting delegates responsibilities. Advisors, be sure to discuss with your voting delegate(s) prior to "Meet the Candidates" their responsibilities. Information will be in your packet and it is your responsibility to share it with your voting delegate(s).



## ***HOUSING***

All of the conference activities and sessions will be taking place in the Holiday Inn Select Executive Center, the headquarters hotel. FCCLA chapters attending the 2003 State Leadership Conference are encouraged to make lodging reservations as early as possible. Reservations may be made by phone beginning January 1, 2003. One night's deposit will be required by credit card or through direct billing, per the policy of the hotel. Rooms are at a first come, first served basis. Rooms risk cancellation if a rooming list is not received by March 1, 2003.

### **Holiday Inn Select Executive Center (headquarters hotel)**

2200 I-70 S.W., Columbia, MO 65203

Reservations – 1-800-HOLIDAY (1-800-465-4329). Ask for group block FCC and give arrival date.

Rate - \$76.95 per room, per night - Single, Double, Triple or Quad

### **Drury Inn**

1000 Knipp Street, (I-70 & Stadium) Columbia, MO 65203

Reservations – 1-573-445-1800. Ask for group block FCCLA.

Rate - \$75.99 per room, per night – Single, Double, Triple or Quad

### **Baymont Inn**

2500 I-70 Drive, SW, Columbia, MO 65203

Reservations – 1-573-445-1899. Ask for FCCLA group block.

Rate - \$74.00 per room, per night – Single, Double, Triple or Quad

Each room rate is subject to a 4% city tax. Schools who direct bill to the school or pay with a school check or credit card will be exempt from the state tax of 7.225%. Other methods of payment will be subject to state tax.

## **IMPORTANT – DOES YOUR CHAPTER HAVE A STATE OFFICER OR CANDIDATE?**

2002-2003 State Executive Council chapters and 2003-2004 State Officer and Candidates chapters must make reservations and turn in rooming lists at the Holiday Inn Select Executive Center no later than February 15, 2003, to be in the state officers block of rooms. After February 15, unused rooms in this block will be released to other FCCLA chapters on a first come, first served basis.



## ***MEAL SERVICE***

Conference delegates are “own their own” for meals during the conference. The Holiday Inn Select Executive Center will be providing cash food vending during the conference, and the restaurant in the hotel will also be available. There are also a variety of fast food restaurants near the hotel. Chapters are reminded to plan accordingly for meals so that they do not miss any of the meetings during the conference. On Monday, March 31, all conference delegates will receive a boxed lunch. The cost for the lunch is included in the conference registration fee.



## ***PARKING***



There is ample parking at the Holiday Inn Select Executive Center, and it is free of charge.



## ***CONFERENCE PHOTOGRAPHY***

**No flash pictures are to be taken during the General Sessions.** Flash pictures create a distraction for program participants and the audience. Advisors, please remind delegates of this rule, and please refrain from coming to the stage to take pictures. The program participants will remain on stage following each session for picture taking.

During STAR Events, no audio or video recording devices may be used, and no pictures taken during presentations. STAR Events participants may take photos following the Closing General Session.



## ***EMERGENCIES***

There are three hospitals in Columbia. - University of Missouri Hospital - 573/882-4141; Boone Hospital - 573/815-8000; and Columbia Regional Hospital - 573/875-9000. We have camp insurance that covers the first \$200 of cost of any medical emergency during the conference. We will include a claim form in each advisor's packet. In case of emergency, please complete this form, attach to the paperwork you get at the health care facility you use, and return to Alice

Schawo, MU Conference Office, 344 Hearnes Center, Columbia, MO 65211.

Enclosed is a health form that you may adapt and have each delegate complete prior to the State Leadership Conference. Once completed, the local advisor should collect and bring the form(s) with them, in case it is needed during the State Leadership Conference. **DO NOT SEND THE HEALTH FORM TO THE STATE OFFICE OR CONFERENCE OFFICE.**

## ***DRESS CODE***

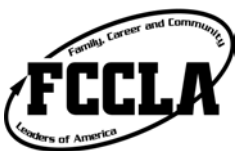
Because of the State Executive Council's concern about proper dress, they have developed, approved, and support the enclosed dress code that will be strictly enforced. This year, Regional Presidents (or their designees) will be serving as ushers for all general sessions. Ushers and session consultants will use their discretion in deciding whether delegate's dress is appropriate. Any delegate not abiding by the dress code must change clothes before being admitted to the session. Advisors, please assist delegates in packing for the State Leadership Conference by copying the enclosed dress code for each student delegate. Help them realize that clothing appropriate for the school setting is not always appropriate for leadership conferences such as ours.

The dress code for all delegates (students, chaperones, advisors) is as follows:

- Wear appropriate and modest dress attire to all conference activities. Revealing clothing is not appropriate and will not be allowed. **All advisors are expected to enforce the dress code.**
- All delegates appearing on stage (including STAR Events Recognition Session) should be dressed in professional business attire. (The only exception will be delegates purchasing the conference t-shirt. It will be allowed only during the Monday night Business, Program and Membership Recognition session.)
- Professional conference attire for young women is knee-length or longer skirts, dresses and slacks. For young men it is a dress shirt and slacks. Chapter FCCLA polo shirts (not t-shirts) and khaki/twill style pants are also acceptable.
- Delegates can wear casual attire during free time. Clothing with offensive messages is not appropriate for a conference and will not be allowed at any time.
- Young men or women may not wear - halter dresses or tops; spaghetti straps or open backed shirts; t-shirts, muscle shirts or tanks or midriff tops; hats or caps; visible underclothing (straps included); shorts or jeans of any kind; denim capris (denim skirts or dresses are OK); athletic shoes; casual sandals
- Official conference t-shirts may be worn with jeans or casual pants during the Business, Program and Membership Recognition Session. **ONLY THE OFFICIAL CONFERENCE T-SHIRTS ARE ALLOWED AT THIS ONE SESSION ONLY.** Delegates may wear nice school jeans (no ripped, torn or frayed jeans, no low risers, no lace-ups showing skin or undergarments, no wind or sweatpants, no capris) and athletic shoes at this time. **IF YOU DO NOT HAVE THE OFFICIAL CONFERENCE T-SHIRT DURING THIS SESSION, YOU WILL BE HELD TO THE REGULAR DRESS CODE REQUIREMENTS.**

**ADVISORS, IT IS YOUR RESPONSIBILITY TO INFORM YOUR CONFERENCE DELEGATES OF THE DRESS CODE!**

## ***CONFERENCE STORE***



There will be a conference store where delegates may purchase chapter supplies, conference t-shirts and Missouri FCCLA logo items, with all proceeds going to Missouri Alumni & Associates scholarships and activities. Look for the signs announcing the times the store will be open for business!

## Retirement!!



### ***RETIRING TEACHERS***

The State Executive Council Advisors will recognize retiring FCCLA advisors during the Advisor's Program at the State Leadership Conference. If you are retiring or know of a retiring FCCLA advisor, please return the enclosed "Recognition of Retiring Teachers" form to the state office by **March 1**.



### ***STAR EVENTS***

Registration for State STAR Events is being handled differently this year. Participants will no longer register themselves at State Leadership Conference. Advisors will pick up their registration materials from Noon – 4:00 p.m. on Sunday, March 30. There will be no STAR Events orientation sessions held. STAR Events Lead Consultants will be available for informal questions and answers from 4:00 – 5:00 p.m. in the Holiday Inn Select Executive Center atrium area. Culinary Arts participants are required to attend their event orientation session to become familiar with the food service facilities. A fee of \$15 to cover event expenses and awards will be charged to each participant in STAR Events. The payment is submitted with the chapter registration form to the Conference Office. STAR Events will be held on Monday, March 31.

Allison Kahre, State 1st Vice President from Region 11; her advisor, Carolyn Carrier; and Janey Miller, Supervisor, Family and Consumer Sciences Education will be coordinating State STAR Events during the conference.



### ***FCCLA ALUMNI & ASSOCIATES***

Thanks to you Missouri has one of the largest Alumni & Associates memberships in the country! Alumni & Associates will be sponsoring activities for members and advisors during the State Leadership Conference. Graduating seniors, advisors and other adults may become A&A members at any time, but membership is tied to the school year.

You may want to give Alumni & Associates membership to graduating seniors, chapter parents, and administrators. The enclosed membership forms may be photocopied. This would be an excellent way to give recognition to individuals who have supported Missouri FCCLA!

NOTE – Unless otherwise directed, dues received during the State Leadership Conference or throughout the summer will be held at the state office, and not forwarded to the national office until August of 2003. The reason for doing this is that the A&A membership year runs concurrently with the school year, so if dues are turned into the national office in April, they will only cover the 2002-2003 school year. Submitting the dues to national headquarters in August will ensure that the dues are applied to the 2003-2004 membership year.

Hand in Hand,



## ***HAND IN HAND, WE CAN COMMUNITY SERVICE PROJECT***

The state executive council is continuing to stress community service to all Missouri FCCLA members - in the way of the "Hand in Hand, We Can" project. This year, all Missouri FCCLA chapters should have received a packet of information from the American Cancer Society, listing ways the chapter could provide education and service to fight the disease of cancer.

The State Executive Council wants to celebrate all the accomplishments of chapters in this effort during the State Leadership Conference. A carnival will be held on Monday night, March 31 with a variety of activities and games for conference delegates. To raise additional funds for the American Cancer Society, a special edition FCCLA/American Cancer Society T-shirt will be sold for \$10 each. These shirts may be ordered through the conference registration form. A limited number will be available on site. As soon as the final design is approved, a picture of the t-shirt will be posted on the Missouri FCCLA web site. As an incentive to purchase these special edition shirts, delegates will be allowed to 'dress down' for the Business, Program and Recognition Session IF they have these shirts. Without the special edition shirt, the regular dress code applies. See more information about "casual dress" in the dress code section of this mailing and on the dress code flyer. The t-shirt project is being sponsored by Missouri Alumni & Associates.

## ***2003 NATIONAL FCCLA LEADERSHIP MEETING***



The 2003 National Leadership Meeting will be held July 6-10, 2003 in Philadelphia, Pennsylvania. The meeting sessions will be held at the Pennsylvania Convention Center and downtown hotels. Come and enjoy this exciting city, make new friends, share ideas, and learn more about national programs. This meeting will be even more exciting for Missouri delegates as we watch Jamie Lunsford, National Vice President of Membership, in action!

"FCCLA Wants You, Accept the Challenge" is the theme that the 2002-2003 National Executive Council has selected for the 2003 National Leadership Meeting. The National Officers want all members to "Accept the Challenge" of youth leadership.

The new CD-ROM version of Career Connection and Leaders at Work programs will be introduced at the 2003 National Leadership Meeting. Members will be encouraged to accept the FCCLA challenge through dynamic general sessions, workshops, and speakers.

Missouri delegates may choose to arrive as early as Thursday, July 3 but must arrive by Saturday, July 5. The state office will continue to coordinate the registration for the Missouri delegation. Dwight Loken with The Meeting Connection will be coordinating the housing reservations – all delegates will be housed with the Missouri group – no exceptions. Transportation to and from Philadelphia may be coordinated by the chapter advisor or with Dwight Loken of The Meeting Connection (614/888-2568). Conference activities begin on Sunday, July 6th. Delegates may leave on Friday, July 11, as the last event for the meeting will be held on Thursday evening.

### **The following people are expected to attend the 2003 National Leadership Meeting:**

2003-04 State Executive Council members, Regional Presidents, National Officer Candidates, National Network Member 2003-04 Advisors to the State President, National Officer Candidate and National Network Member. Advisors to the remaining State Executive Council members and the Regional Presidents are highly encouraged to attend.

Each region is also encouraged to have delegates-at-large attend National Leadership Meeting. State STAR Events winners who indicate they will attend National Leadership Meeting are also expected to participate in National STAR Events. It is strongly recommended that advisors attend the meeting with their chapter members. Advisors choosing to

send delegates to the meeting but who are unable to attend themselves MUST arrange appropriate adult supervision for those delegates. This could include sending other adults or making arrangements with another advisor. No provisions are made for these situations by the state office.

The state FCCLA treasury will deduct \$200 of the National Leadership Meeting Expenses for the 2003-04 State Executive Council and will deduct \$75 for each advisor attending the meeting as a part of the Missouri delegation. The remaining delegates are responsible for their own expenses. Missouri FCCLA will also pay the \$30 registration fee for National STAR Events participants. National Leadership Meeting mailings will be sent directly to delegates after April, 2002. Registration forms and additional information will be available in late March. In the meantime, the following information on registration and housing will be helpful when planning for meeting expenses. Estimated costs for meeting delegates: Meeting registration - \$100; Insurance - \$5; Lodging (quad lodging for 7 nights, 14% tax rate) - \$323; Missouri nametag, recognition pin, state shirt - \$30; Missouri group event or Tuesday group event - \$45; Meeting theme event - \$45.

Estimated Additional Expenses not prearranged by state office (these will vary)

Airfare, ground transportation to and from the hotel, the state photo, and optional sightseeing tours (on your own or through The Meeting Connection), baggage, meal and hotel room tips.

Individuals desiring room accommodations other than quad lodging will be assessed the appropriate rate. The costs associated with National Leadership Meeting are estimates and are subject to change. Advisors may wish to check into the airfare rates offered by local travel agencies, The Meeting Connection, or on one of the many travel web sites.

## ***2003 CLUSTER MEETINGS***

The 2003 Cluster Meetings dates and locations are - -

November 14-16	Cincinnati, Ohio
November 14-16	Jacksonville, Florida
November 21-23	Dallas, Texas
November 21-23	Spokane, Washington

For more information about the 2003 Cluster Meetings, visit the national FCCLA web site at [www.fcclainc.org](http://www.fcclainc.org). Watch for information at National Leadership Meeting and at the annual MoEFACS inservice conference in July.

## ***ENCLOSURES***

Registration Form  
Tentative Program Schedule  
Recognition of Retiring Teachers Form  
Safety Guidelines

2003 Lodging Information  
Sample Health Form  
Alumni & Associates Membership Forms  
Dress Code Flyer